

OFR Q&A'S for FY2006/2007 RFA #2

DUTY-FREE

If we are shipping our commodities through one or more countries in order to get to the recipient country (ex. through Kenya to get to Sudan), and the countries through which we pass do not require duty-free clearance because the cargo is “in transit”, do we still need to get duty-free clearance from them?

No. If only the recipient country requires duty-free clearance, than we only need duty-free clearance from the recipient country.

Can we see a template of a duty-free status letter? What has to be in the letter?

Because the duty-free letter must come from the recipient country government, and therefore is specific to each country, there is no one “template” for duty-free. The duty-free letter must be written on the recipient country’s government letterhead and must state that either the shipments your organization will be making will be “duty-free” or that the consignee you will be using has “duty-free status.” Please see our definition for duty-free in the RFA list of definitions on page 6.

CONSIGNEES

Who signs the consignment affidavits?

The PVO.

SHIPPING EXPERIENCE

If we have not shipped any commodities in the past 2 years but have previous shipping experience, may we list that experience even though it was more than two years ago?

Yes. Please also note in your application that you have not shipped any commodities in the past two years and explain why.

SUBMISSION INSTRUCTIONS AND FORMAT

Do we need to submit an SF424?

No. However, if you receive an award, we will need this information from you.

Does a copy of the application have to be submitted on disk or CD as stated on page 12?

Yes. However, duty-free documentation and certificates need only be submitted by mail.

Where should we include the tables in our proposal?

In the same section in which they are presented in the RFA.

CERTIFICATES

Are sub-contractors or sub-grantees authorized under this grant?

No.

BUDGET

If we can not obtain cost sheets from a freight forwarder before the deadline of the RFA, may we submit documents (ex.bill of ladings or last year's cost sheets) verifying this past year's costs in their stead?

Yes.

GENERAL

Do you have a sample of a successful proposal available?

No. Because each proposal must be unique to the organization and specific programs for which that organization is applying, someone else's successful proposal would not necessarily pertain to your proposal, and we strongly discourage anyone from concentrating too much on what others are submitting. Each PVO applicant must answer the questions as they pertain to his/her organization, programs/technical sectors, commodities and recipient countries. Please Answer all of the questions, and answer them clearly and completely.